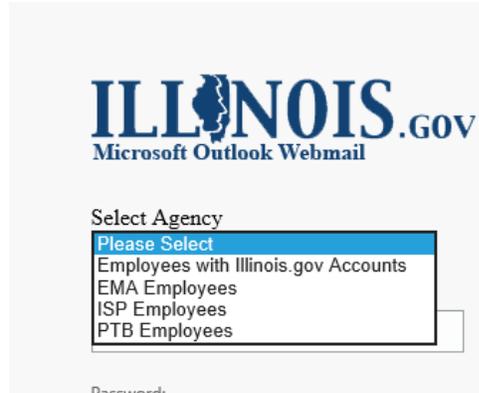


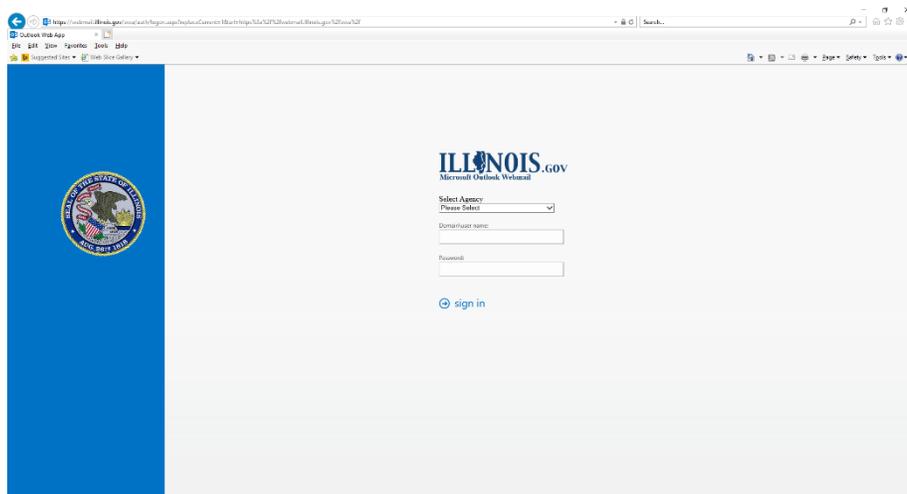
## **Outlook On-line (OWA)**

[webmail.illinois.gov](http://webmail.illinois.gov)

1. Choose you agency from the drop down or select “Employees with Illinois.gov” accounts.



2. Enter State of IL 'login ID' ([FirstName.LastName@Illinois.gov](mailto:FirstName.LastName@Illinois.gov)) and 'password' when prompted.

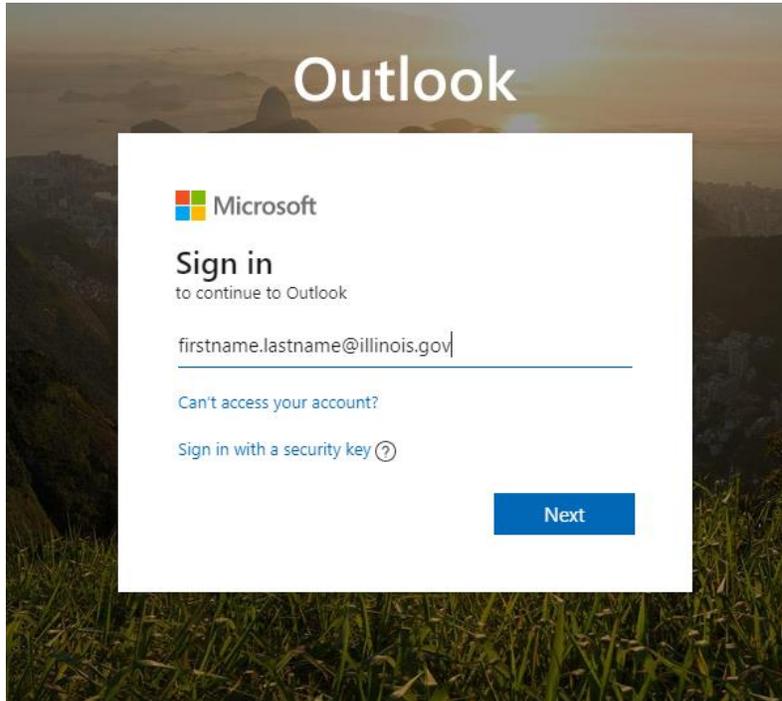


3. Enter MFA code obtained from preset method. *(Only needed if MFA is activated for users).*
4. Once authenticated the Outlook Inbox will be available.
5. -OR -
6. Click on the outlook link.

Use the following link to open this mailbox with the best performance:  
<http://outlook.com/owa/ilgov.mail.onmicrosoft.com>

[More details...](#)

7. Sign into the Microsoft Outlook account by entering your State of IL 'login ID' ([FirstName.LastName@Illinois.gov](mailto:FirstName.LastName@Illinois.gov)) and 'password' when prompted.



8. Enter State of IL 'login ID' ([FirstName.LastName@Illinois.gov](mailto:FirstName.LastName@Illinois.gov)) and 'password' when prompted.

# ILLINOIS.gov

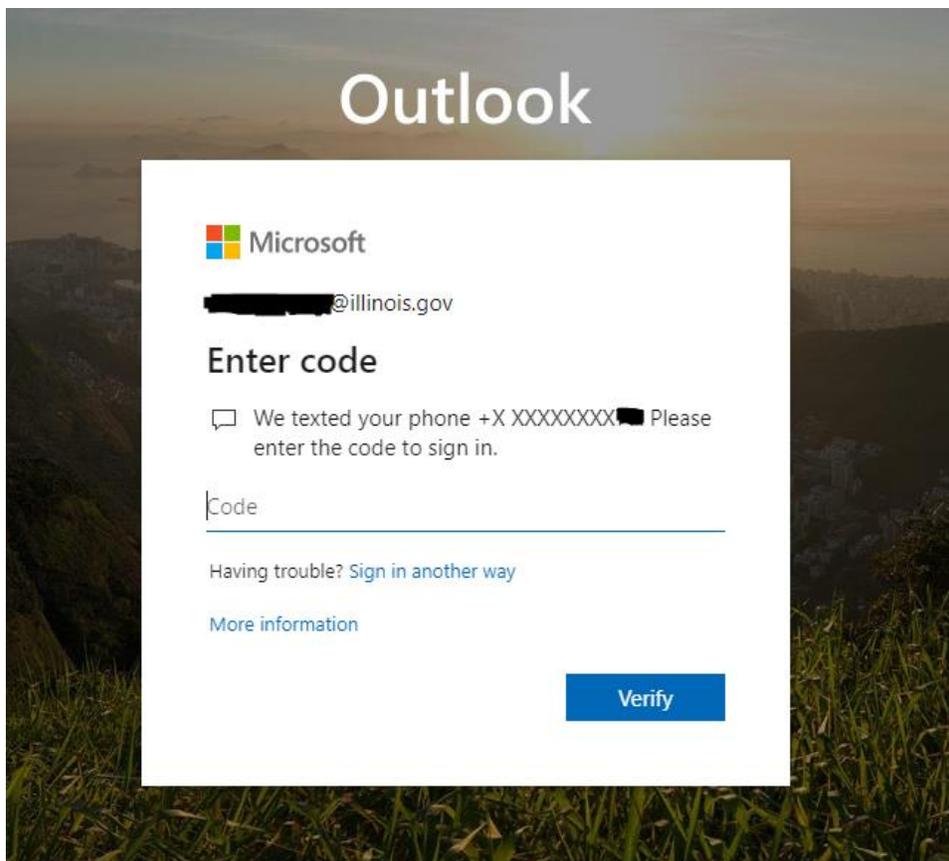
## Authentication Portal

Sign in with your Employee account

Sign in

- [Can't access your account?](#)

9. An authorization code will be texted to the phone set up for authorization on your account. Type in the code and access will be granted to online Microsoft accounts.



10. Once authenticated the Outlook Inbox will be available.

Please be aware that not every state employee and/or state agency has access to remote email access as they may be restricted due to organizational policy(s) (DOC, LCC, REV).

The above provides simple access steps for remote email access. For more specific information on each agency, regarding availability of O365 and Outlook online(OWA), we would need to contact the DoIT technicians in PIM and Midrange for more details and documentation.